



CIVIL SERVICE BOARD
CITY OF KEY WEST
PO Box 1409
Key West, FL 33041
(305) 809-3770

MEETING NOTICE

THE CITY OF KEY WEST

CIVIL SERVICE BOARD

WILL HOLD A REGULAR MEETING ON

WEDNESDAY, AUGUST 21, 2013
at 5:30 p.m.

**CITY HALL-LEGAL DEPT. CONFERENCE ROOM
3128 FLAGLER AVE, HABANA PLAZA, KEY WEST**

ANY QUESTIONS, PLEASE CONTACT CLAIRE HURD AT 809-3770. THANK YOU.

** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 305-809-1000 or the ADA Coordinator at 305-809-3951 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format*

cc: Board Members
Samantha Farist, Human Resources
City Clerk's Office
Chief Donnie Lee, Police Dept.
Chief David Fraga, Fire Dept.
Posting on bulletin boards



**CITY OF KEY WEST
CIVIL SERVICE BOARD
(305) 809-3770**

**AGENDA
CITY OF KEY WEST CIVIL SERVICE BOARD
AUGUST 21, 2013 – 5:30 P.M.
CITY HALL – LEGAL CONFERENCE ROOM
3128 FLAGLER AVENUE – HABANA PLAZA**

- I. MEETING CALLED TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVE MINUTES
JULY 10, 2013 REGULAR MEETING
- V. NEW BUSINESS
 - A. REPORT ON FIRE PROMOTIONAL EXAMS – JULY 17, 2013
 - B. REPORT ON FIRE EXAM REVIEW - AUGUST 6, 2013
 - C. RATIFY FIRE PROMOTIONAL EXAM SCORES
 - E. SCHEDULE JANUARY 2014 FIRE EXAM – WEDS. JAN. 15, 2014
 - F. NEXT SCHEDULED CSB ACTIVITIES:
 - Regular Meeting – November 20, 2013
 - Regular Meeting – February 19, 2014 (Tentative)
- VI. OTHER BUSINESS
- VII. ADJOURN

IF ANYONE DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS TIME OR HEARING, HE/SHE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. (FLORIDA STATUTE SECTION 286.0105)

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CITY OF KEY WEST
CIVIL SERVICE BOARD
REGULAR MEETING MINUTES OF
JULY 10, 2013
LEGAL CONFERENCE ROOM – CITY HALL 3128 FLAGLER AVE

BOARD MEMBERS PRESENT:

George Cabanas, Chairperson Pro Tem
Mark Albury
Michael Brockner

STAFF PRESENT:

Claire Hurd, Clerk

I. MEETING CALLED TO ORDER

The meeting was called to order at 5:30 p.m. by Chairman Pro Tem Cabanas.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

The Clerk called the roll. Mr. Atwell and Mr. Dunlap were not present (Mr. Dunlap advised the Clerk in advance). There was a quorum.

IV. APPROVE MINUTES

Mr. Albury moved to approve the minutes of February 20, 2013. Motion passed unanimously.

V. NEW BUSINESS

A. REPORT ON POLICE EXAM – 5/15/2013

The Clerk advised that four sergeants and eight officers took the police examination, and all obtained passing scores. Three candidates who had registered did not take the examination. The exam proctors were Mr. Cabanas and Mr. Albury.

B. REPORT ON POLICE EXAM REVIEW SESSION - 6/19/2013

Three candidates requested to review their exams, and two candidates attended the review session. Mr. Atwell served as Review Supervisor and Mr. Cabanas attended the review session, along with the Clerk. There were no challenges to the exam.

C. RATIFY POLICE PROMOTIONAL EXAM SCORES – 5/15/2013

Mr. Albury moved to ratify the police examination scores. Mr. Brockwell seconded the motion. Motion passed unanimously.

[Clerk's note: The scores reported are as follows: **Lieutenant Exam:** Areaka Jewell – 97.50, Jeffery Williamson - 90.00, Hollis Wood - 86.00, Pablo Rodriguez – 82.00; Sergeant **Exam:** Randall Smith – 92.75, Frank Duponty - 89.00, Matthew Haley - 87.00, Fred Carter Sims – 86.00, Donald Barrios - 83.00, Richard Thomas – 83.00, Kuniko Keohane – 82.50, Michael Chaustit – 79.50.

D. Next Scheduled Activities

Mr. Albury and Mr. Brockner volunteered to proctor the Fire Promotional Exams scheduled for July 17, 2013.

The next regular CSB meeting is scheduled for August 21, 2013. The Clerk advised that the meeting after that is scheduled for November 20th. Although the Board is supposed to schedule meeting and exam dates at the beginning of the calendar year, the Clerk said she would place for approval on the August agenda a date for the next fire exam (January, 2013), to allow adequate time to prepare in advance of the test date.

VI. OTHER BUSINESS

Board members welcomed Michael Brockner, who was newly appointed to the Board by the City Commission on July 3. Mr. Brockner is replacing Mr. Mack, whose term expired at the end of June.

VII. ADJOURNMENT

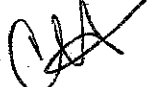
There being no further business, Mr. Albury moved to adjourn the meeting. Mr. Brockner seconded the motion. Motion passed unanimously. Meeting adjourned at 5:37 pm

Claire Hurd, Clerk of the Board



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MEMORANDUM - AMENDED

TO: Chief David Fraga
FROM: Claire Hurd, Civil Service Board Clerk 
DATE: July 28, 2013
RE: Test Results for July 17, 2013 fire promotional exams

PLEASE NOTE THAT THERE WAS A TYPOGRAPHICAL ERROR IN THE MEMO PROVIDED TO YOU ON JULY 24, 2013. THE CORRECT PRELIMINARY SCORES ARE HIGHLIGHTED BELOW. THE SCORES ARE NOT FINAL UNTIL RATIFIED BY THE CIVIL SERVICE BOARD.

Listed below are the *preliminary* results for the July 17, 2013 fire promotional exams. The CSB rules specify that the passing score is 70 points. It is anticipated that the Civil Service Board will ratify the scores at their regular meeting scheduled for August 21, 2013.

<u>CANDIDATE</u>	<u>TOTAL SCORE</u>
<i>Driver</i>	
Brandon S. Kocis	76
Tim L. Anson	59
Sheldon Goodman	53
Kyle Williams	45
<i>Captain</i>	
David Zarate	75
Greg Gerez	72
Daniel Galvan	67

A separate, individual notice of preliminary score was also sent to each candidate on July 24. The preliminary scores on the individual notices are correct.

If you have any questions concerning the exams or scores, please do not hesitate to contact me at (305) 809-3770.

cc: Division Chief Mike Davila, Civil Service Board File